

[Debt Management & Settlement Providers \(DMSP\)](#) renewal is now due.

To renew your DMSP registration, please follow the steps below:

1. Log in to [ALECS](#)
2. Click on Manage My Business (left hand column)
3. Click on "Renew Registration" under the Registration heading
4. Select "Debt Management" from the drop down menu at the top
5. Click the box(es) of the registrations(s) you need to renew
6. Check the "I accept the terms and conditions." box
7. Click Registration Renewal and complete the payment information (*Accepted forms of payment include check and card*)
If your registration does not come up when following the steps above, click on "Dashboard" & then on the "My business Transactions" tab to see if there are not any initiated transactions there. If there are, you will need to delete these initiated transactions in order to be able to complete the renewal.

If you are unable to complete the renewal after following the steps above, please email us at licensing@occc.texas.gov.

2022 RENEWAL RATES

Each Registered DMSP: \$430

DMSP REGISTRATIONS NOT RENEWED BY JANUARY 31, 2022 WILL EXPIRE

ANY REGISTRATION ACQUIRED PRIOR TO JANUARY 1, 2022 MUST BE RENEWED BETWEEN 1/1/2022 & 1/31/2022 TO AVOID CANCELLATION PER TAC RULE §88.201

FAQ

Do I print my registration?: Click on Manage My Business, click "Print Registration". Select "Debt Management & Settlement Providers" from the "Registration Type" drop down at the top and then select the circle next to the registration you want to print and click on "PDF To Print". **(OCCC DMSP certificates do not display an expiration date. You do not need to print a new one unless you do not already have it on display at the place of business.)**

How do I confirm my renewal?: Click on "Dashboard" from the menu on the left and from the "My Business Tab" you can view the renewed date. If the date is 1/1/2022 or after you are renewed for the 2021-2022 fiscal year.

If you are creating an ALECS account for the first time and receive the red message that states, "The SSN/FEIN is found in our System and already claimed by an OCCC User", the system is alerting you that an account has already been created/exists. ***A registration can only be accessed and renewed from the original account the license was approved from.***